सन २०१७-१८ स्वच्छ विद्यालय पुरस्काराबाबत

महाराष्ट्र शासन

शालेय शिक्षण व क्रीडा विभाग

शासन परिपत्रक क्र.संकीर्ण२०१७/प्र.क.१६९/१७/एसडी-६

हुतात्मा राजगुरू चौक, मादाम कामा मार्ग,

मंत्रालय (विस्तार), मुंबई-३२

दिनांक :- ७ सप्टेंबर, २०१७.

वाचा- **१. मानव संसाधन विकास मंत्रालय, भारत सरकार, नवी दिल्ली यांचे स्वच्छ विद्यालय पुरस्कार २०१७-१८ मार्गदर्शिका.**

२. विभागाचे शासन परिपत्रक क्र. संकीर्ण-२०१६/प्र.क्र.९५/१६/एस.डी.-६, दि.१ जुलै,२०१६.

परिपत्रक

प्रस्तावना-

भारत सरकारने दिनांक २ ऑक्टोबर, २०१४ पासून संपूर्ण देशात स्वच्छ भारत अभियानाची सुरुवात केली असून, देशातील सर्व शाळांसाठी सन २०१५-१६ पासून स्वच्छ विद्यालय पुरस्कार सुरू करण्यात आला आहे. त्यानुसार संदर्भ क्र. २ येथे नमूद विभागाच्या दिनांक १ जुलै, २०१६ च्या शासन परिपत्रकान्वये भारत सरकारने घोषित केल्यानुसार **स्वच्छ विद्यालय** या राष्ट्रीय पुरस्कारासाठी राज्यातील शाळांचे नामांकन करण्यासाठी सूचना निर्गमित करण्यात आल्या होत्या. त्यानुसार राज्यातील शाळांनी सदर अभियानात सहभाग नोंदविला व मानव संसाधन विकास मंत्रालय, भारत सरकार यांच्याकडून, सन २०१६-१७ मध्ये राज्यातील १५ शाळांनी राष्ट्रीय स्तरावरील **स्वच्छ विद्यालय** पुरस्कार प्राप्त केलेला आहे.

स्वच्छ विद्यालय पुरस्कार सन २०१७-१८ पुरस्काराबाबतच्या मार्गदर्शक सूचना तसेच शाळांसाठी नामनिर्देशन (Self-Nomination) करताना आवश्यक असलेली प्रश्नावली केंद्र शासनाकडून MHRD च्या वेबसाईटवर तसेच स्वच्छ विद्यालय पुरस्कार मोबाईल ॲप च्या माध्यमातून उपलब्ध करण्यात आली आहे.

शासन परिपत्रक-

भारत सरकारने घोषित केल्यानुसार राज्यातील सर्व शाळांसाठी **स्वच्छ विद्यालय पुरस्कार २०१७-१८** या राष्ट्रीय पुरस्कारासाठी राज्यातील शाळांनी नामांकन सादर करण्यासाठी या परिपत्रकान्वये खालीलप्रमाणे सूचना देण्यात येत आहेत.

२. सदर पुरस्कारासाठी शासकीय, अनुदानित व खाजगी शाळा पात्र असून त्यांना या पुरस्कारासाठी अर्ज करता येईल. तसेच राष्ट्रीय पातळीवर १०० शाळा, राज्य पातळीवर ४० शाळा व जिल्हा पातळीवर ४८ शाळा यांची निवड करण्यात येईल. सदर पुरस्काराकरिता अर्ज करणाऱ्या शाळांनी अपलोड केलेल्या प्रस्तावातील माहितीची प्रत्यक्ष पडताळणी जिल्हा व तालुका स्तरावर स्थापन करण्यात आलेल्या समितीकडून करण्यात येईल.

३. पुरस्काराकरिता ५ क्षेत्रे निश्चित करण्यात आली असून ती पुढीलप्रमाणे आहेत.

१. पाण्याची उपलब्धता
२. शौचालय व मुतारीची व्यवस्था
३. हात धुण्यासाठीची व्यवस्था
४. देखभाल व्यवस्था
५. वर्तणूक बदल व क्षमता विकास

या ५ क्षेत्रांमध्ये एकूण ३९ घटक निश्चित करण्यात आलेले असून त्यानुसार शाळांना प्राप्त होणारे गुण विचारात घेवून त्यांना श्रेणी देण्यात येणार आहे. याबाबतचा तपशील पुढीलप्रमाणे आहे.

अ.क्र.	गुण	श्रेणी (Star Rating)	शेरा
१	निकषाप्रमाणे ९० ते १०० टक्के	*****	अत्युत्कृष्ट
२	निकषाप्रमाणे ७५ ते ८९ टक्के	****	उत्कृष्ट
३	निकषाप्रमाणे ५१ ते ७४ टक्के	***	उत्तम, परंतु सुधारणेस वाव
४	निकषाप्रमाणे ३५ ते ५० टक्के	**	ठीक, सुधारणेची गरज
५	निकषाप्रमाणे ३५ टक्के पेक्षा कमी	*	सुधारण्याची आत्यंतिक गरज

४. स्वच्छ विद्यालय पुरस्कारासाठी अर्ज करण्यासाठी दिनांक १ सप्टेंबर ते ३१ ऑक्टोबर, २०१७ ही कालमर्यादा देण्यात आली आहे. पुरस्कारासाठी अर्ज करण्यासाठी अंतिम तारिख दिनांक ३१ ऑक्टोबर, २०१७ ही आहे. शाळांना अर्ज करताना शाळेचा असलेला युडायस क्रमांक नोंदवून लॉगीन करता येते.

५. या कार्यक्रमाच्या अंमलबजावणीकरिता तालुका, जिल्हा व राज्य स्तरावर समित्या नियुक्त करण्यात येत असून त्यांची रचना पुढीलप्रमाणे राहील.

तालुका स्तरीय समिती :-

तालुका स्तरावर गटशिक्षणाधिकारी यांच्या अध्यक्षतेखाली समिती असावी. समितीमध्ये निवडक विस्तार अधिकारी, निवडक केंद्र प्रमुख व निवडक मुख्याध्यापक यांचा समावेश असावा. तालुक्यात काम करणाऱ्या निवडक स्वयंसेवी संस्थांच्या प्रतिनिधींना सहभागी करुन घेता येईल.

जिल्हा स्तरीय समिती :-

स्वच्छ विद्यालय पुरस्कारासाठी जिल्हा स्तरावर मुख्य कार्यकारी अधिकारी यांच्या अध्यक्षतेखाली समिती असावी. समितीमध्ये उपमुख्य कार्यकारी अधिकारी (पाणी व स्वच्छता), शिक्षणाधिकारी (प्राथमिक व माध्यमिक), संचालक, मुख्य संसाधन केंद्र (पाणी पुरवठा व स्वच्छता

विभागाकडून नियुक्त), निवडक नामांकित शाळांचे मुख्याध्यापक, अधिक्षक अभियंता, (पाणी पुरवठा व स्वच्छता), जिल्हा आरोग्य अधिकारी व निवडक NGO चे सदस्य यांचा समावेश असेल.

राज्य स्तरीय समिती :-

सदर पुरस्कारासाठी राज्यस्तरावर प्रधान सचिव (शालेय शिक्षण व क्रीडा विभाग) यांच्या अध्यक्षतेखाली समिती असेल. समितीमध्ये शिक्षण संचालक (माध्यमिक / प्राथमिक), संचालक (आरोग्य), संचालक(पाणी व स्वच्छता सहाय्य संस्था, WSSO), २ नामांकित शाळांचे मुख्याध्यापक (प्रधान सचिव / सचिव, शालेय शिक्षण व क्रीडा विभाग यांनी नियुक्त केलेले), मुख्य अभियंता, (पाणी पुरवठा व स्वच्छता), संचालक (पंचायत राज), संचालक (नगरपालिका), युनिसेफ चे प्रतिनिधी व NGO चे सदस्य यांचा समावेश असेल.

६. स्वच्छ विद्यालय पुरस्कारासाठी केंद्र शासनाकडून प्राप्त मार्गदर्शक सूचनांनुसार, MHRD च्या वेबसाईटवर (http://mhrd.gov.in → Swachh Vidyalaya → Swachh Vidyalaya Puraskar २०१७-१८) तसेच स्वच्छ विद्यालय पुरस्कार मोबाईल ॲप च्या माध्यमातून उपलब्ध प्रश्नावलीनुसार सर्व शाळांनी याकरिता अर्ज करण्याची कार्यवाही करावी. सदर मोबाईल ॲप गुगल प्ले स्टोअर मधून किंवा ॲपल आयस्टोर मधून डाउनलोड करता येईल.

७. जिल्हा व तालुका स्तरावरुन नियुक्त समितीने ज्या शाळा पुरस्काराकरिता अर्ज करतील त्यांनी सादर केलेल्या माहितीची तपासणी करण्याबाबतचे नियोजन विहित वेळेमध्ये करावे. जिल्हा स्तरावर देखील लॉगीन ची व्यवस्था उपलब्ध करुन देण्यात आलेली आहे.

८. राज्य, जिल्हा व तालुका स्तरावर देखील उत्तम कामगिरी करणाऱ्या शाळांना पुरस्कार देवून सन्मानित करण्यात येईल. या कार्यक्रमामध्ये Corporate Social Responsibility अंतर्गत कार्य करणाऱ्या नामांकित उद्योग समूहांना / संस्थांना सहभागी करुन घेता येईल.

९. **उपरोक्त सूचना सर्व क्षेत्रिय अधिका-यांनी सर्व शासकीय, अनुदानित व खाजगी शाळांच्या मुख्याध्यापकांच्या निदर्शनास आणाव्यात.**

१०. सोबत भारत सरकारने या संदर्भात तयार केलेल्या मार्गदर्शक सूचना माहितीस्तव जोडल्या आहेत.

११. सदर शासन परिपत्रक महाराष्ट्र शासनाच्या www.maharashtra.gov.in या संकेतस्थळावर उपलब्ध करण्यात आले असून त्याचा संकेताक २०१७०९०७१५३६३२३२२१ असा आहे. हा आदेश डिजीटल स्वाक्षरीने साक्षांकित करुन काढण्यात येत आहे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नावाने.

Suvarna S Kharat

Digitally signed by Suvarna S Kharat
DN: c=IN, o=Government Of Maharashtra, ou=School And Education Department, postalCode=400032, st=Maharashtra, 2.5.4.20=8a98fe3e5a45c818668168cffd366aced9a44c59607f616a36d403a80e74d0df, cn=Suvarna S Kharat
Date: 2017.09.07 15:28:06 +05'30'

(डॉ. सुवर्णा खरात)
सह सचिव, महाराष्ट्र शासन

प्रत, माहितीसाठी व आवश्यक त्या कार्यवाहीसाठी अग्रेषित.

१. मा. राज्यपालांचे सचिव, राजभवन, मुंबई.

२. मा. विरोधी पक्ष नेता, (विधान सभा/ विधान परिषद), विधानभवन, मुंबई.
३. सर्व मा. विधान सभा सदस्य/ विधान परिषद सदस्य, विधानभवन, मुंबई.
४. मा.अपर मुख्य सचिव, सार्वजनिक आरोग्य विभाग, मंत्रालय, मुंबई.
५. मा.अपर मुख्य सचिव, पाणी पुरवठा व स्वच्छता विभाग, मंत्रालय, मुंबई.
६. मा.प्रधाव सचिव, शालेय शिक्षण व क्रीडा विभाग, मंत्रालय, मुंबई.
७. मा.प्रधान सचिव, नगर विकास विभाग, मंत्रालय, मुंबई.
८. मा. सचिव, पंचायत राज व ग्राम विकास विभाग, मंत्रालय, मुंबई.
९. मा.आयुक्त (शिक्षण), महाराष्ट्र राज्य, पुणे.
१०.मा.मंत्री, शालेय शिक्षण व क्रीडा विभाग, मंत्रालय, मुंबई यांचे विशेष कार्य अधिकारी.
११.राज्य प्रकल्प संचालक, महाराष्ट्र राज्य प्राथमिक शिक्षण परिषद, जवाहर बालभवन, चर्नीरोड, मुंबई.
१२.संचालक, विद्या प्राधिकरण, पुणे.
१३.राज्य प्रकल्प संचालक, राष्ट्रीय माध्यमिक शिक्षा अभियान, चर्नीरोड, मुंबई.
१४.शिक्षण संचालक (माध्यमिक व उच्च माध्यमिक), महाराष्ट्र राज्य, पुणे.
१५.शिक्षण संचालक, (प्राथमिक), महाराष्ट्र राज्य, पुणे.
१६.सर्व महानगरपालिका आयुक्त
१७.सर्व मुख्य कार्यकारी अधिकारी, जिल्हा परिषद
१८. सर्व मुख्य अधिकारी, नगरपरिषद/नगरपालिका.
१९.सर्व विभागीय शिक्षण उपसंचालक,
२०.सर्व शिक्षणाधिकारी (प्राथमिक / माध्यमिक)
२१.शिक्षण निरीक्षक (उत्तर/दक्षिण/पश्चिम), मुंबई.
२२. निवड नस्ती, एसडी-६.



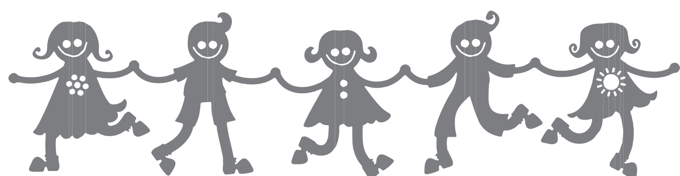






Swachh Vidyalaya Puraskar 2017-18

Recognizing excellence in
Water, Sanitation and Hygiene
in schools





Instituted by
Ministry of Human Resource Development
Government of India



Content


SSA 2002-03
கழிப்பிடம்


బహిరంగ మలవిసర్జన
చేయడం వలన కలిగే అనర్థాలు
Micro Nap


स्वच्छ शौचालय
खाने से पहले शौच के बाद
साबुन या राख से धोएं हाथ

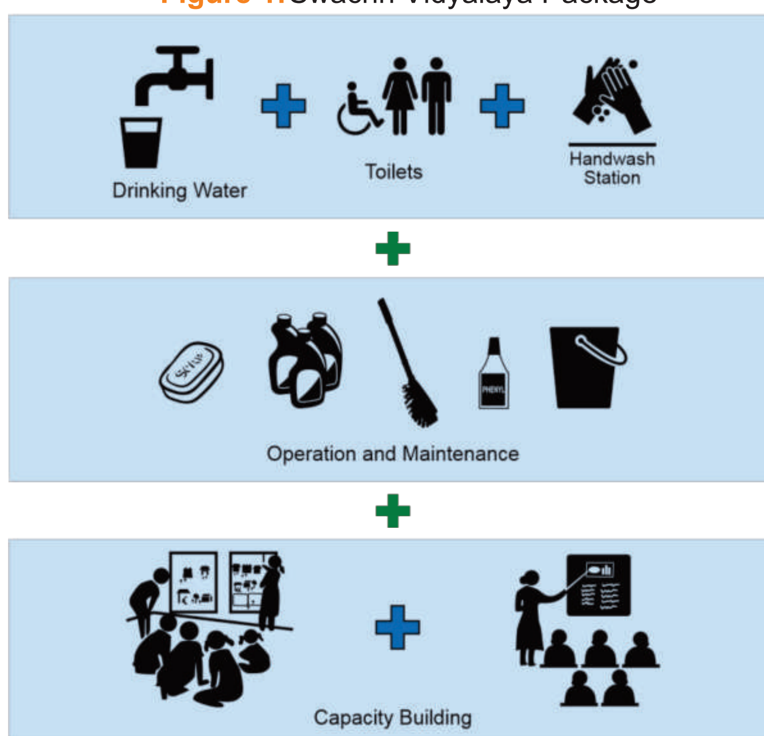




1 Swachh Bharat Swachh Vidyalaya: A National Mission

Water, Sanitation and Hygiene in Schools plays a significant role in determining the health of children, attendance, dropout rate, and learning outcomes. The provision of water, sanitation and hygiene facilities in school secures a healthy school environment and protects children from illness and exclusion. It is a first step towards a healthy physical learning environment, benefiting both learning and health. Children who are healthy and well-nourished can fully participate in school and get the most from the education being imparted.

Figure 1: Swachh Vidyalaya Package



Source: Swachh Vidyalaya Handbook

In 2014, The Ministry of Human Resource Development, Government of India launched 'Swachh Bharat Swachh Vidyalaya' (SBSV) initiative to ensure that all schools in India have access to separate functional toilets for boys and girls. The initiative also has its emphasis on promoting safe and appropriate hygiene practices in schools and behavior among children.

The Swachh Vidyalaya initiative has defined the essential elements of Water, Sanitation and Hygiene in Schools which are categorized under Water, Sanitation, Handwashing with Soap, Operations and Maintenance, Behavior Change Activities and Capacity Building.

It is required that the components of this basic minimum package are commonly understood and used by all schools as a means to achieve desired service levels in water, sanitation and hygiene practices. Following the launch of the initiative, the state, district and local governments as well as schools across the country have significantly improved sanitation facilities in schools. They are striving to improve access and have introduced child friendly designs, maintenance practices, effective monitoring using ICT tools, behavior change communication, new financing options and forging partnerships.

These good practices need to be recognized and shared for accelerating and sustaining the achievements of the Swachh Vidyalaya initiative.



Children are Agents of Change

Schools are an established entry point for learning. They present an opportunity to engage parents and community in general, either through knowledge dissemination via children or through direct engagement and demonstration at the school. Children are fast learners and adapt their behaviour more easily than adults. Cildren are also effective role models. They may question existing practices in their households and choose to demonstrate good hygiene. What they learn at school is likely to be passed on to their peers and siblings, and to their own children if they become parents.

Source: Swachh Bharat Swachh Vidyalaya Handbook

2 Swachh Vidyalaya Puraskar 2017–18

The Swachh Vidyalaya Puraskar (SVP) was instituted in 2016 - 17 by the Ministry of Human Resource Development, Department of School Education and Literacy, Government of India to recognize, inspire and celebrate excellence in sanitation and hygiene practice in Schools. The explicit purpose of the awards is to honour schools that have undertaken significant steps towards fulfilling the mandate of the Swachh Vidyalaya Campaign. SVP 2016 - 17 received overwhelming response with over 2.5 lakh schools from 35 States and UTs submitting the entries. SVP 2017 - 18 builds on the experience and success of SVP 2016 - 17.

3 Who is eligible for the Awards

The awards will be open to (a) Government and aided schools; and (b) Private schools, in both rural and urban areas.

4 Methodology for Selection of Schools for the Awards

The process for identifying and recognizing schools for awards is as below:

I. Schools will register and submit information as per the prescribed format (Annexure 1) made available online (http://mhrd.gov.in → Swachh Vidyalaya → Swachh Vidyalaya Puraskar 2017 - 18) or by downloading a mobile app, Swachh Vidyalaya Puraskar 2017 - 18. The mobile app can be downloaded from Google Play Store or apple istore. The registration of schools would be done with the U-DISE code of the school.

II. The website/mobile app was customized to cater to different categories of schools.

III. Schools are expected to provide accurate information as required in the format.

IV. The information in the format corresponds to the requirements in Swachh Vidyalaya guidelines. Annexure 2 provides the list of indicators categorised under (a) Water (b) Toilets (c) Handwashing with Soap (d) Operations and Maintenance and (e) Behavior Change and Capacity building.

V. Maximum weightage assigned for each of the Sub-categories is given in Table 1:

Table 1: Weightage Assigned to Swachh Vidyalaya Sub-categories

Sub-Categories	Maximum Score
Water	22
Toilet	28
Handwashing With Soap	20
Operations And Maintenance	15
Behavior Change And Capacity Building	15
TOTAL	100

VI. The performance of the schools against categories will be scored as per the method given in Annexure 3.

VII. On the basis of the scores obtained, the schools would be given a star rating as described in Table 2.

Table 1: Weightage Assigned to Swachh Vidyalaya Sub-categories

Score	Star Rating	Remarks
90% - 100% of the Norms	*****	Excellent Keep it up
75%- 89% adherence to the Norms	****	Very Good
51% - 74% adherence to the Norms	***	Good, but there is a scope for improvement
35%- 50% adherence to norms	**	Fair, Needs Improvement
Below 35% adherence to the Norms	*	Poor : Needs considerable Improvement

* Each school should score a minimum of Two Star rating in each of the Sub-categories in order to be eligible for any award.





5 Categories of Awards

The awards are categorized at the District level, State and National level

(i) District Level Awards: Open to All Five Star, Four Star and Three Star Rated Schools

- Online (web/ mobile) applications received before the cut-off date will be screened by a District level Committee headed by the District Collector (or her/his appointee) and comprising of District Education officer, three eminent school teachers, Superintendent Engineer (Water supply / PHD), District Health Officer and two members from civil society organizations/NGOs.
- RURAL:
  - a) Three elementary and three secondary schools having the highest overall score with rating not below Three Star will be selected for the District level Award (Total 6)
  - b) In addition, six schools (three elementary and three secondary) having the highest score in each of the Sub Categories with rating not below Five Star in the sub- category will be selected for sub-category wise awards at the district level (Total 30)
- URBAN:
  - a) Two schools (one elementary and one secondary) having the highest overall score with rating not below Three Star will be selected for the District level Award (Total 2)
  - b) In addition, two schools (one elementary and one secondary) having the highest score in each of the Sub Categories with rating not below Five Star in the sub-category will be selected for sub-category award at the district level (Total 10).
- The district level committee may get a physical verification of the nominated schools done by a team consisting of school teachers and students in the district. The verification would be done using a check list and by taking photographs.
- Each of the selected schools with highest overall score (Total 8) and each of the schools having the highest score under each sub-category (Total 40) will be awarded with certificate of recognition at district level, provided that all the schools with an overall rating of Five Star would be awarded with a certificate of Recognition.

(ii) State/UT Level Awards: Open for Five Star and Four Star Rated Schools

- Schools selected for District Level Awards with overall rating not less than Four Star will be considered for the State/UT Level Awards. In case the number of Schools in a district having Five Star Rating is more, all the schools having overall Five Star Rating will be considered for State/UT Level Awards.
- These schools will be screened by a State/UT Level Committee headed by the State Education Secretary or her/his nominee and comprising of Director (Education), Director (Health), two eminent school heads (selected by the State Education Secretary), Chief Engineer (Water Supply & PHD), Director (Panchayati Raj), Director (Urban Local Bodies), representatives of Civil Society Organizations as members.
- Twenty Elementary and twenty Secondary schools having the maximum score and rating not less than Four Star from urban & rural areas (5 from urban and 15 from rural) will be selected for State/UT Level Awards.
- The State/UT Level Committee may get a physical verification of the selected schools done by a team consisting of school teachers and students in the district. The verification would be done using a check list and taking photographs.
- A maximum of 40 schools selected at State/UT level from each State/UT will be awarded with a Certificate of Recognition.
- The State may also decide to confer these schools with additional grants/funds for incentivizing them.

- A maximum of twenty entries each at Elementary and Secondary level from each State/UT would be considered for the National Level Award.

(iii) National Level Awards: Open to only Five Star rated schools

- A maximum of 100 schools each at Elementary and Secondary level will be awarded at the National level (with a ceiling of 30 urban and 70 rural areas schools in each level)
- A maximum of 40 schools selected for State/UT Level Awards with rating of five stars from each State/UT will be considered for National Level Awards.
- 3 best performing States will be recognized and awarded with a Certificate of Recognition based on the scores secured by their nominated schools qualified for National level awards.
- 100% physical verification of the nominated schools will be done using a check list and by taking photographs.
- A National level Committee headed by the Secretary (School Education & Literacy) and comprising of Additional Secretary (School Education), Joint Secretary (Ministry of Drinking Water and Sanitation), Joint Secretary (School Education), 3 experts in Schools/ Bilateral agencies/Civil Society Organizations (to be nominated by Secretary(School Education & Literacy) as members will decide the final awardees.
- The best 100 schools each at the Elementary and Secondary levels having the maximum score will be given an award of Rs. 50,000/- as additional School Grant to be utilised as per the School Grant Guidelines for improving Sanitation and hygiene along with a Certificate of Recognition.
- In addition, Certificates of Recognition would be awarded to best participating Districts (Total 10) that will be judged on the basis of the percentage of schools participating in the National level awards.
- The Expenditure for the National Level Awards will be borne under SSA/RMSA programmes.

6 Stages and Timelines of the Awards Process

Submission of application	1st September - 31st October, 2017
Selection for awards at the District Level and submission of the results to the State/UT Level	1st November - 31st November, 2017
Selection for awards at the State/UT Level1	1st December – 31st December, 2017
Submission of State/UT Level results to MHRD for National Level selections	by 7th January, 2018
Selection of school for National award	31st March 2018

Self-Assessment Format for School level information

Section A: Primary Information

A 1. U-DISE Code:

A 2. Name of School and Address:

A 3. Name of Respondent:

A 4. Designation of Respondent:

a) Head Master/ Head Mistress
b) School In-charge
c) Teacher
d) Others

A 5. Contact Details of Respondent:

a) School Phone No:
b) Mobile No:
c) Email id:

A 6. Category of school

a) Primary (1-5)
b) Primary, Upper primary (1-8)
c) Primary, Upper primary, Secondary (1-10)
d) Primary, Upper primary, Secondary/ Higher secondary (1-12)
e) Upper primary(6-8)
f) Upper Primary , Secondary (6-10)
g) Upper primary, Secondary/ Higher secondary (6-12)
h) Secondary only (9-10)
I) Secondary/ Higher secondary (9-12)

A.7. Type of School

a) All boys schools
b) All girls school
c) Co-education

A 8. Usage of school premises

a) Single School - Single shift
b) Single School - Double shift
c) Multiple Schools on premises with different U-DISE codes

A 9. Year of Establishment of the School ____________

A 10. Location of the school

a) Rural Area
b) Urban Area

A 11. Type of Board

a) State
b) Others

A 12. Number of Students enrolled in the school being verified:

a). Boys
b). Girls

A 13. Number of Children with Special Needs:

a) Boys

b) Girls

A 14. Number of Teachers and Staff:

a) Male

b) Female

A 15. Information on awards won by the school in SVP 2016-17:

a) District level

b) State level

c) National level

- Save
- OTP will be generated over sms
- Login using U-DISE and OTP to complete the rest of the survey

SECTION B : ASSESSMENT CATEGORIES

WATER

- Access to Safe and Reliable Drinking Water
- Availability of Water for Use in Toilet and Handwashing

SURVEY

1. What is the main source of drinking water in the school?

a) Students do not have access to drinking water b). Students bring drinking water from home

c) Hand pump / bore well within the school premises

d) Filtered/ packaged/ RO/UV water provided by the school

e) Treated running water with water storage tank within the school premises

If (a) or (b), then question number 2-4 are not applicable to you. Please go to question number 5

2. What is the quantity of water available in the school for drinking?

a) Less than 1.5 litres per student per day

b) More than 1.5 litres per person per day throughout the year

3. How is drinking water stored in the school?

a) No storage system for storing drinking water

b) Container /pitcher

c) Container/pitcher with lid and ladle

4. Is the quality of drinking water tested?

a) No testing

b) Tested once in a year

c) Tested twice in a year

5. What is the main source of water for use in toilets?

a) No water available

b) Hand pump/bucket near toilet unit

c) Drums/ cement tanks/ plastic containers with water inside the toilet unit

d) Continuous water supply through taps inside each toilet unit

6. What is the main source of water for hand-washing after using toilets?

a) No water

b) Hand pump/bucket near hand washing area

c) Drums/ cement tanks/ plastic containers with water near hand washing area

d) Running water with taps at all the hand washing points

If (a) then question number 19 and 20 are not applicable to you.

7. What is the main source of water for hand washing before Mid-Day Meal (MDM) / lunch by students and cooks?

a) No water

b) Hand pump/bucket near hand washing area

c) Drums/ cement tanks/ plastic containers with water near hand washing area

d) Running water with taps at all the hand washing points10

If (a) then question number 21, 22 and 23are not applicable to you.

8. Is there a functional rain water harvesting facility in the school?

a) No

b) Yes

TOILETS

- Availability of Separate Functional Toilets for boys and girls
- Availability of Separate Functional Urinals for boys and girls
- Functional Toilet Facilities for Children With Special Needs, Teachers and Staff

9. Does the school have separate toilet units (1 toilet seat and 3 urinals) in working condition for boys and girls?

a) There are no toilet units for boys and girls in the school

b) The same toilet unit is used by boys and girls

c) The all boys/ all girls school has toilet units

d) If co-education, there is at least one toilet unit each for boys and girls

If (a) then question numbers 10-13 are not applicable to you. Please go to Q. 14

If (b) then question numbers 10 and 11 are not applicable to you. Please go to Q. 12

10. How many toilets seats in working condition does the school have for boys and girls?

a) Boys ....

b) Girls ....

11. How many urinals does the school have for boys and girls?

a) Boys ....

b) Girls ....

12. Does the school have toilets for Children with Special Needs (CWSN)?

a) Toilets are not accessible by CWSN

b) There is at least one toilet that is accessible to CWSN

c) There is at least one separate toilet for CWSN with ramp and handrail

d) The school has at least one separate toilet for CWSN with ramp, handrail, wide door for wheelchair entry and support structure inside toilet.

13. Is the height and size of toilet and urinal facilities suitable for children of all age groups in the school?

a) No

b) Yes

14. Does the school have separate toilets for Teachers and Staff?

a) No toilet

b) There is one separate toilet for use by teachers and staff

c) There are separate toilets for male and female teachers/ staff

d) Teachers and staff use the toilets meant for students

15. Do all the toilets in the school have secure door with latch and cloth hanging hooks?

a) No

b) Door with latch/bolt only

c) Door with latch/bolt and cloth hanging hooks

16. Do all the toilets have roof and proper ventilation for natural light and air?

a) No

b) Yes

17. Does the school have separate dustbins with lid for disposal of sanitary waste?

a) No

b) Yes

18. Does the school have safe treatment/ disposal options (an incinerator in working condition maintaining adequate burning temperature or deep burial of waste with adequate precautions) in working condition for disposal of sanitary waste?

a) No

b) Yes

HANDWASHING WITH SOAP

- Functional Handwashing with Soap Facilities for Use After Toilet
- Functional Handwashing with Soap Facilities for Use Before Meals

19. Does the school have facility for handwashing after use of toilet?

a) No hand washing facility near the toilet units

b) Wash basin or hand washing point close to the toilet units

c) Wash basin for hand washing either inside or attached to every toilet unit

If (a) then question number20 is not applicable to you. Please go to Q. 21

20. Does the school provide soaps for hand washing after use of toilets?

a) No soaps available

b) Soaps are placed under supervision and are available on demand c). Soaps are available at all the hand washing points all the time

21. Does the school have facility for handwashing before Mid-Day Meal (MDM) / lunch where a group of children can practice hand washing at the same time?

a) No hand washing facility

b) Yes, with water from hand pump/bucket close to dining area

c) Yes, with water from taps; indicate number of taps

If (a) then question numbers 22-24 are not applicable to you. Please go to Q. 25

22. Does the school provide soaps for handwashing before Mid-Day Meal (MDM) / lunch?

a) No soaps available

b) Soaps are placed under supervision and are available on demand

c) Soaps are available at all the handwashing points at all the times

23. Do all children wash their hands with soap before mid-day meal (MDM)/ Lunch?

a) No, not all

b) Yes, all children wash their hands with soap

24. Is the height of handwashing facilities suitable for children of all age groups in the school?

a) No

b) Yes

OPERATIONS AND MAINTAINANCE

- Safe disposal of Solid and Liquid Waste
- Cleaning and Maintenance of School Environment

25. Does the school provide dustbins in each class room, kitchen area, toilets and at other appropriate locations for collection of waste?

a) No

b) Yes

26. How does the school dispose its solid waste?

a) No specific measure

b) Pit or municipal/ community bins

c) Segregating organic and inorganic waste and disposing both in a pit or municipal/ community bins

d) Composts organic waste and disposes inorganic waste in pit or municipal/ community bins

27. How does the school dispose its liquid waste?

a) No specific measure

b) Drain

c) Leach pits with sturdy cover to prevent accidental fall

d) Septic tank/bio-toilets/Sewer line with sturdy cover to prevent accidental fall

28. Is the school premises clean and free of water logging?

a) No

b) Yes

29. Are the classrooms and teaching areas cleaned daily?

a) No

b) Yes

30. What is the frequency of cleaning toilets?

a) No specific schedule

b) Once a week

c) Twice in a week

d) Daily

31. Are toilets cleaned with appropriate cleaning material?

a) Cleaned only with water

b) Cleaned atleast once in a month with soaping agent and disinfectant

c) Cleaned atleast twice in a week with soaping agent and disinfectant

d) Cleaned daily with soaping agent and disinfectant

BEHAVIOR CHANGE AND CAPACITY BUILDING

- **Hygiene Practices by students and cooks of mid-day meal**
- **Hygiene Education in School**

32. Does the school have at least 2 teachers trained in sanitation and hygiene education?

a) No

b) Yes

33. Does the school have a Child cabinet (Bal Sansad) that takes an active role in promoting sanitation and hygiene practices?

a) No

b) Yes

34. Who supervises the cleaning and maintenance of the toilets in the school?

a) No one in particular

b) Team of teachers, staff and child cabinet members

35. Who supervises the practice of daily handwashing with soap by students and cooks before Mid-Day Meal (MDM) / lunch?

a) No one in particular

b) Teacher/ staff member

c) Dedicated team of teachers/ staff members

d) Dedicated team of teachers/staff members and child cabinet members

36. Does the school take up safe hygiene and sanitation education including awareness on hand-washing during morning assembly and in school clubs?

a) No

b) Yes

37. Is menstrual health management discussed with girl students?

a) No girl students in upper primary and high school

b) No, it is not discussed

c) Yes, at least once in 3 months

d) Yes, at least once in 2 months

e) Yes, at least once every month

38. Does the school regularly conduct cultural programs and competitions (Essay, painting, debate) on hygiene and sanitation?

a) No

b) Yes

39. Does the school display and use Water, Sanitation and Hygiene related posters and materials for promoting hygiene education?

a) No

b) Yes

PHOTOS

a) Front view of the school and premises

b) Separate functional toilets for boys and girls (2 photos)

c) Functional toilets for CWSN

d) Incinerator burial system for disposal of sanitary waste

e) Facilities for handwashing with soap after use of toilets and before mid-day meal/ lunch (1 photo each)

f) Water quality testing report

g) Teacher training certificate/ document

ANNEXURE 2

List of Indicators

S.No.	Categories	Indicators
I	Water	Access to Safe and Reliable Drinking Water
		Availability of Water for Use in Toilet
II	Toilets	Availability of Separate Functional Toilets for boys and girls
		Availability of Separate Functional Urinals for boys and girls
		Functional Toilet Facilities for Children With Special Needs, Teachers and Staff
III	Handwashing with Soap	Functional Handwashing Facilities for Use After Toilet
		Functional Handwashing Facilities for Use Before Meals
IV	Operations and Maintenance	Safe Disposal of Solid and Liquid Waste
		Cleaning and Maintenance of School Environment
V	Behavior Change and Capacity Building	Hygiene Education in School
		Hygiene Practices by students and cooks of Mid-Day Meal (MDM) / lunch



ANNEXURE 3

Scoring Method

Assessment Categories	Maximum Score
Water (Q.1-8)	22
Toilet (Q. 9-18)	28
Handwashing With Soap (Q. 19-24)	20
Operations And Maintenance (Q. 25-31)	15
Behavior Change And Capacity Building (Q. 32-39)	15
Total	100
Category Of Schools	**Maximum Score**
Co-ed, UP, HS	100
Co-ed, PS (Q. 17, 18, 37 are not relevant)	95
All boys schools (Q. 10b, 11b, 17, 18, 37 are not relevant)	89
All girls schools, PS (Q. 10a, 11a,17, 18, 37 are not relevant)	89
All girls, UP, HS (Q.9, 10a, 11a are not relevant)	91



With technical support of:



Administrative Staff College of India
Bella Vista, Hyderabad 500082
Telephone: +91 40 66534221
Website: www.asci.org.in



United Nations Children's Fund
India Country Office
UNICEF House, 73, Lodi Estate, New Delhi 110003
Telephone: +91 11 24690401
Website: www.unicef.in